

November 1, 2018

MINUTES FROM THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
OF
PLUMAS DISTRICT HOSPITAL

BOARD MEMBERS PRESENT: Valerie Flanigan, Mark Satterfield and Kathy Price

BOARD MEMEBERS ABSENT: John Kimmel, Bill Wickman

OTHERS PRESENT: Christie Brawley (Recording Secretary), Caleb Johnson, CFO, Lisette Brown CCO, and members of the public

• Call to Order and Introduction of Audience / Public Comment

Valerie Flanigan called the meeting to order at 4:41 p.m. and invited public input.

• Approval of Agenda

Director Satterfield moved to approve the agenda as presented. Director Price seconded. Motion carried.

• Approval of Minutes from Regular Board meeting on October 4, 2018 and the Special Board Meeting on October 4, 2018

Director Satterfield moved to approve the minutes as presented. Director Price seconded. Motion carried.

• Update on the Indian Valley Healthcare District and the Plumas Healthcare District- Guy McNett- Consolidation Ad-Hoc Committee

Guy McNett shared the letter of intent with the board. Both IVHCD and PHCD will be voting on the consolidation in November.

- **Regular Staff Reports**

- **Cerner Update- Darren Beatty, Facilities Director**
 - Darren met with the Cerner Implementation team and named jobs and assignments. November through February will be data collection and setting up trainings. September 24, 2019 is the go live date.

- **Master Planning Update**
 - Darren discussed the redevelopment of the existing structure. He attended the OSHPD conference and learned a lot. He received the proposal for plans for the Skilled Nursing Facility. The next step will be to reach out to financiers.

- **Clinical/Quality/Nursing Report- Lisette Brown RN, CCO**
 - Training for the hospital nurses will be ongoing. Management Council is working through the Nursing Presentation and addressing concerns from staff. Positions for Med/Surg and OB Managers have been posted. We are currently hiring a unit clerk and a CNA for the swing bed program.
 - Beta OB award- Kursten O'Donnell coordinated the physician education
 - The IT Department is being restructured and a department manager and Nursing Informatics Specialist have been posted.
 - Paycom will go live the first of the year and training is beginning soon.
 - Lab- Joint Commission survey was 2 weeks ago- there were 15 items of correction and our plan of correction is due in 60 days.
 - Quality/Risk- CDPH approved our plan of correction, and CMS will review it tomorrow.
 - OR- There was a Kaizen held on instrument processing to meet changes in Infection Control requirements. 15 staff members participated.
 - Pharmacy- Vanessa developed a nursing education packet for Policy and Process revisions for state survey concerns
 - Call Center- a call center is being implemented upstairs in QFM to assist with wait times and scheduling.
 - There are new freezers and refrigerators for childhood vaccines in the clinics.
 - The helipad ramp has been repaired and in use.
 - There will be a statewide disaster drill on November 15th

- **Finance Report- Caleb Johnson, CFO**
 - Caleb Johnson CFO, reviewed the financials for September 2018:
 - Cash Balance**
 - September cash deposits-\$ 1,777,964
 - Available cash- \$4,692,523.07
 - AP- \$87,486.22
 - A/R Balance**
 - Total AR: \$5,621,321.96
 - AR 120+ Days: 977,473.96

- o Average Daily Revenue- \$112,073.66

- **Approval of Medical Staff Credentials**

Appointments:

Alexandria De La Fuente MD Emergency Medicine Provisional

Reappointments:

Milind Dhond MD Cardiology Courtesy
Bentson McFarland MD Psychiatry Telemedicine

- **Board Education:**

Included in the board packets were PDH conference room calendars for October and November, hospital/healthcare related news articles.

- **Director Remarks:**

Director Satterfield: Director Satterfield shared that the crossroads and changes we are at are exciting. He is thankful for a new CEO to come aboard while we are financially sound.

Director Flanigan: Director Flanigan stated there is a lot happening and wants everyone to know they can reach out to her with questions and concerns.

Director Price: Director Price shared that December will be her last board meeting. It has been a great experience serving on the board and is amazed with the progress the hospital and organization has made and she is confident that things are running smoothly.

- **Next Board Meeting**

The next board meeting is scheduled for December 6, 2018 at 4:30pm.

- **Adjournment**

There being no further business to discuss, the meeting was adjourned at 5:50 pm.



Valerie Flanigan, Board President
Board of Directors



Mark Satterfield, MD Board Member
Board of Directors